

## **DISTRICT FIRE CHIEF**

(Promotional Class)

### **DISTINGUISHING FEATURES OF THE CLASS**

This class encompasses highly responsible supervisory positions in the fire suppression division. Employees of this class are responsible for supervising all employees on an assigned shift, for coordinating work schedules and daily activities to see that all stations are manned, for the training of subordinate personnel, and for administrative duties related to the assigned shift. The District Fire Chief also controls fire ground operations until relieved by a superior officer. Employees of this class work with a high degree of independence, receiving general instructions only from the Fire Chief. This class ranks directly below that of Fire Chief.

### **EXAMPLES OF WORK**

Examples listed below are illustrative only. They are not intended to include all duties which may be assigned, neither are they intended to exclude other duties which may be logical assignments to this class.

Supervises all department employees on an assigned shift; conducts inspections of equipment and subordinate personnel; assigns work for the day; holds meetings to receive reports and disseminate information; investigates employee complaints and takes appropriate action; writes employee evaluation reports; maintains discipline; provides assistance in technical areas of work.

Develops a training program and sees that personnel receive classroom as well as on-the-job training through drills and evolutions in all basic fire fighting area. Consults with local volunteer fire departments providing them with technical expertise, assistance and training when required.

Assumes command of fire scene operations and directs all fire fighting and rescue operations unless relieved by the Chief, making decisions on matters such as the need for ventilation, nozzle and hose handling, protection of exposures, use of sprinkler and standpipe systems, forcible entry, rescue, salvage and overhaul; oversees the handling of hazardous materials; and directs the administering of first aid and CPR.

Investigates causes and circumstances of fires by collecting and preserving evidence of suspected arson, and testifies in court when required.

Directs the testing of equipment seeing that it meets all the required standards. Maintains inventory of supplies and equipment, provides for the repair and upkeep of equipment and

facilities.

Performs related duties assigned.

#### **QUALIFICATION REQUIREMENTS**

Unless otherwise specified, all requirements must be met before admission to examination.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States and being a qualified elector of the State of Louisiana.

After offer of promotion, but before beginning work in this class, must pass a medical examination, the selection and administration of which shall be authorized by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

Must be a regular and permanent employee in the class of Fire Captain for a period of three (3) years.

Must possess a valid Louisiana driver's license.

Must be certified as a Firefighter I and Firefighter II from the Louisiana Firefighter certification program or another agency accredited by the National Board on Fire Service Professional Qualifications (NBFSPQ) or the International Fire Service Accreditation Congress (IFSAC).

Must be certified as Haz-mat I and Haz-mat II from the Louisiana Firefighter certification program or another agency accredited by the National Board on Fire Service Professional Qualifications (NBFSPQ) or the International Fire Service Accreditation Congress (IFSAC).

Must be certified as an Officer I and Officer II from the Louisiana Firefighter certification program or another agency accredited by the National Board on Fire Service Professional Qualifications (NBFSPQ) or the International Fire Service Accreditation Congress (IFSAC).

Must be certified as a Driver/Operator from the Louisiana Firefighter certification program or another agency accredited by the National Board on Fire Service Professional Qualifications (NBFSPQ) or the International Fire Service Accreditation Congress (IFSAC).

Must be certified as an Instructor I from the Louisiana Firefighter certification program or another agency accredited by the National Board on Fire Service Professional Qualifications (NBFSPQ) or the International Fire Service Accreditation Congress (IFSAC).

Must be certified as an Investigator I from the Louisiana Firefighter certification program or another agency accredited by the National Board on fire Service Professional Qualifications (NBFSPQ) or the International Fire Service Accreditation Congress (IFSAC).

Must be certified as an Inspector I from the Louisiana Firefighter certification program or another agency accredited by the National Board on fire Service Professional Qualifications (NBFSPQ) or the International Fire Service Accreditation Congress (IFSAC).

Must have class certificate for Vehicle Rescue.

Must have Emergency Medical Technician-basic level and have passed National Registry. The employee must maintain Emergency Medical Technician at least at the basic level while working in this class.

Must possess an associate Degree in Fire Science from an accredited college or University.

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